

Headquarters
U.S. Army Armor Center and Fort Knox
Fort Knox, Kentucky 40121-5000
8 January 2003

Medical Service

BEHAVIORAL HEALTH CLINIC
COMMAND CONSULTATION PROGRAM

Summary. This regulation describes the purpose of the Command Consultation Program; criteria for identifying ineffective personnel; the procedures to be followed in referring such individuals to the Behavioral Health Clinic (BHC); and the operation of the Command Consultation Program (CCP).

Applicability. This regulation applies to all commanders, directors/chiefs, and first sergeants of major activities, activities, staff offices, directorates, departments, tenant commands, and this headquarters.

Suggested Improvements. The proponent of this regulation is Director, Directorate of Health Services. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to CDR, USAARMC, ATTN: MCXM-BH, Fort Knox, Kentucky 40121-5520.

1. **Purpose.** The primary mission of the BHC is the preservation of the military fighting strength. In accomplishing this mission, the BHC, through the CCP, aids the unit in its efforts to deal with and effectively utilize the soldier whose negative attitudes result in deviant behaviors, adjustment problems, emotional distress, multiple physical complaints, or a generally ineffective duty performance.

2. **Criteria for Identification of Ineffective Personnel.**

a. **Definition.** An ineffective individual is anyone whose attitude, behavior, unsatisfactory performance, lack of motivation, psychological instability, level of intellectual functioning, educational attainment, or personal problems make him a liability to the unit.

b. **Identification of Ineffective Individuals.** The recognition and early identification of potentially ineffective individuals are necessary command responsibilities. Such individuals are readily identifiable by their reaction to discipline, regular routine, and competitive performance situations.

3. **Procedures for Referral of Ineffective Personnel to the BHC.**

*This regulation supersedes USAARMC Reg 40-13, 1 June 1989.

a. Procedures for referring and conducting emergency and routine (nonemergency) mental health evaluations are set forth in DOD Directive 6490.1 (Oct 97). Commanders desiring assistance or advice regarding ineffective individuals may phone the BHC at 4-9960/9948 between 0730 and 1630 weekdays. After duty hours and weekends, emergency consultations should be referred to the Emergency Room, Ireland Army Community Hospital (IACH). Emergency referrals will be accepted at any time; the patient's unit should telephone the BHC before sending an emergency referred patient to the outpatient clinic and, whenever possible, a FK Form 4388-E (Command Referral to Behavioral Health Clinic (BHC)) should be forwarded with the patient. A FK Form 4388-E must be completed and forwarded to the BHC within 24 hours if it does not accompany the patient at the time of the emergency referral. If the emergency referral is made via the IACH Emergency Room, a FK Form 4388-E will accompany the patient to BHC follow-up appointment as directed by behavioral health on-call or emergency room personnel.

b. Other than emergency (routine) referrals will be made to the BHC during duty hours by speaking with one of the clinic's doctorate level providers. A completed FK Form 4388-E will be presented to the BHC, at which point an appointment will be made at least 2 business days following the date the form is signed by the soldier. Routine referrals will normally be seen within 5 working days from the date completed form is presented to the BHC clinic.

c. FK Form 4388-E is available by accessing the Fort Knox website at <http://knox-www.army.mil/garrison/doim/pdfforms/K4388.pdf> or requesting a copy at the Department of Behavioral Health, Ireland Army Community Hospital.

4. Operation of the Command Consultation Program.

a. Following the initial interview/collection of information by BHC technical staff, the nature and probable cause of the individual's identified ineffectiveness is reviewed by BHC professional staff. A written recommendation concerning the patient's disposition will be available for the command. Included in this recommendation will be diagnosis, proposed treatment and safety precautions (if applicable), and fitness/suitability for continued service. A verbal consultation can be arranged to address any questions the commander may have in regards to the conducted evaluation, allowing for an exchange of views and permitting a joint decision in

which both the individual's problem and the unit's resources for dealing with the problem are examined. The final decision as to the appropriate disposition of unit personnel is a command prerogative. The BHC serves only in an advisory and consultative role in this decision.

FOR THE COMMANDER:



OFFICIAL:
ROBERT T. GAHAGAN
Colonel, GS
Chief of Staff

ROBERT L. BROOKS
Director, Information Management

COMMAND REFERRAL TO BEHAVIORAL HEALTH CLINIC (BHC)

For use of this form, see Fort Knox Reg 40-13

THIS FORM HAS BEEN DESIGNED FOR USE BY COMMANDERS TO REFER SOLDIERS TO BHC FOR MENTAL HEALTH EVALUATIONS AND TO ASSIST BHC IN PROVIDING PROMPT RESPONSE TO THE UNIT COMMANDER. ALL ENTRIES MUST BE COMPLETE AND LEGIBLE. REF: AR 635-200, CHAP 1, SEC VII, PARA 1-34, B-F.

I. DATA OF SERVICE MEMBER BEING REFERRED

NAME	RANK	SSN
UNIT		UNIT PHONE NUMBER

II. REASON FOR REFERRAL [Check appropriate box(es)]

<input type="checkbox"/>	1. MENTAL STATUS EVALUATION (MSE) FOR SEPARATION UNDER PROVISION OF AR 635-200, CHAPTER #:
<input type="checkbox"/>	2. MENTAL STATUS EVALUATION (MSE) FOR (state purpose):
<input type="checkbox"/>	3. SECURITY CLEARANCE
<input type="checkbox"/>	4. PSYCHIATRIC EVALUATION FOR COUNSELING AND/OR OTHER PSYCHIATRIC CARE DEEMED APPROPRIATE (detail in Section III below).

III. IDENTIFIED PROBLEMS INCLUDE: (Describe behaviors and/or verbalizations that indicate the need for this mental health evaluation - continue description on separate paper if needed.)**IV. COLLATERAL AGENCY INVOLVEMENT** (Check appropriate boxes, if used.)

<input type="checkbox"/> CHAPLAIN	<input type="checkbox"/> ACS
<input type="checkbox"/> AMERICAN RED CROSS	<input type="checkbox"/> ARMY SUBSTANCE ABUSE PROGRAM
<input type="checkbox"/> AER	<input type="checkbox"/> SOCIAL WORK SERVICE
<input type="checkbox"/> FINANCE	<input type="checkbox"/> FAMILY ADVOCACY PROGRAM

V. UNIT'S EXPECTATIONS REGARDING THIS EVALUATION:

VI. DOCUMENTS REQUIRED AT TIME OF APPOINTMENT:

- A. Health Records.
- B. FK Form 4388-E completed and signed by Unit Commander and Soldier being referred.
- C. Supporting documentation describing reason for this mental health evaluation if applicable (Security Clearances, refer to Unit S-2 and submit under appropriate cover).

VII. REQUIRED PROCEDURES PRIOR TO EVALUATION (N/A for emergencies)

1. EITHER:

A. I have consulted with _____, a doctorate-level member of the Behavioral Health Staff, in making this referral;

B. or, prior consultation with Behavioral Health Staff was not possible due to: _____

2. THE SOLDIER HAS BEEN PROVIDED AN OPPORTUNITY TO SEEK COUNSELING REGARDING THIS REFERRAL THROUGH JAG AND/OR THE IG.

3. THE SOLDIER HAS BEEN ADVISED THAT THE FOLLOWING PROVISIONS APPLY:

A. Upon the request of the soldier, an attorney who is a member of the Armed Forces or employed by the DOD and who is designated to provide advice shall advise the member of the ways in which the soldier may seek redress.

B. If a soldier submits an IG allegation that the soldier was referred for a mental health evaluation in violation of DODD 6490-1 or implementing directives, the IG DOD shall conduct or oversee an investigation of the allegation.

C. The soldier shall have the right to also be evaluated by a mental health professional of the soldier's own choosing if reasonably available. Any such evaluation, including an evaluation by a mental health professional who is not an employee of the DOD, shall be conducted within a reasonable time after the soldier is referred for this evaluation and shall be at the soldier's own expense.

D. No person may restrict the soldier in communicating with the IG, an attorney, member of Congress, or others about this referral for a mental health evaluation. This provision does not apply to a communication that is unlawful.

E. In situations other than emergencies, the soldier shall have at least 2 business days before this scheduled mental health evaluation to meet with an attorney, IG, chaplain, or other appropriate party. If the commanding officer believes that the condition of the member requires that a mental health evaluation occur sooner, the commanding officer will state the reasons in writing as part of this request for consultation.

F. If the soldier is in circumstances related to the soldier's military duties which make compliance with any of these procedures above impractical, the commanding officer seeking the referral shall prepare a memorandum stating the reasons for the inability to comply.

VIII. INDIVIDUALS AVAILABLE TO THE SOLDIER TO ASSIST IN RESOLVING QUESTIONS RELATED TO THIS REFERRAL ARE:

A. JAG: _____
(Name and telephone number)

B. IG: _____
(Name and telephone number)

UNIT COMMANDER'S SIGNATURE BLOCK

SIGNATURE AND DATE

SOLDIER'S SIGNATURE AND DATE ACKNOWLEDGING RECEIPT OF THIS NOTICE

RECEIVED BY BHC (date/time): _____

THE SCHEDULED APPOINTMENT IS: _____